



BUILDING DIVISION

WHEN TO CALL FOR INSPECTIONS

TYPICAL WOOD STRUCTURES

BUILDING DIVISION HOURS ARE MONDAY THROUGH FRIDAY 8:00 A.M. – 5:00 P.M.

Inspection requests may be made until 3:00 p.m. the previous business day by calling, (714) 754-5626 or by faxing a request on our Fax Request Form to (714) 754-4856. The fax form can be located on our web page at: <http://www.ci.costa-mesa.ca.us>. Inspectors may be reached in the office between 7:00-7:30 a.m. to answer questions regarding the construction project or to arrange an inspection time frame.

The general contractor/owner-builder or duly authorized representative is responsible for verifying that all work is complete prior to requesting an inspection. This authorized representative shall also be responsible for walking with the inspector on all inspections and for coordinating all sub-contractors duties relevant to correction items cited by the city inspector. The City stamped "Approved" plans, inspection card and all prior "Correction Notices" must be on the job site for all inspectors. Re-inspections must be requested after all corrections have been made and before any work is covered.

The following sequence should provide a guideline for clarifying when to call for inspections. Deviation from this sequence is granted by the inspector if sufficient reasons or conditions are cited and code compliance can be met without adverse effects. The General Rule is all work shall remain accessible and exposed for inspection purposes until inspection approval is obtained.

1. **Foundation Inspection:** Shall be made after excavations for footings are complete and all forms and required reinforcing steel is in place. Rough underground drainage and waste plumbing shall be in place, including all required clean-outs. Provide a water test (cap all ends and openings and provide a 10 foot head of water) for all drain-waste vent-pipe within the building footprint. Hold down anchors are required to be fixed in place prior to inspection approval. The main grounding electrode (ufer) shall be installed.
2. **Concrete Slab or Under-Floor Inspection:** Shall be made after slab grading is complete and all required vapor barriers, slab reinforcement, and sand bedding are installed as per plans. All under-slab or under-floor piping and other ancillary equipment items shall be in place and protected from potential damage or contact with the concrete. Screed boards or string lines shall be furnished by the contractor or owner to facilitate inspection of the slab thickness. The **raised foundation floor framing inspection** shall be made after all girders, floor joists, and sub-framing are in place; under-floor insulation has been installed, and prior to floor sheathing materials being installed.
3. **Roof Sheathing:** Shall be made after all roof sheathing is in place and nailed as per approved plans, but before any roof materials are applied or loaded on the roof. The contractor is responsible for providing an approved ladder for safe roof access. The approved truss calculations must be on the job for inspection. Inspectors will check maximum height of structures.
4. **Exterior Shear Inspection:** Shall be made after all shear paneling has been installed on exterior walls, including any required shear transfer elements (plate nailing/bolting, strapping, and other related hardware), and prior to being covered by exterior vapor barrier or finish material. All electrical, plumbing and mechanical located in exterior wall must be installed prior to exterior shear inspection.
5. **Masonry Fireplace Inspection:** The following inspections must be called for during the construction of masonry fireplaces:
 - A. Footings (may be done during foundation inspection)
 - B. Throat (before chimney construction, and after fire box construction)



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- C. Anchor Straps (at each plate line)
 - D. Bond Beam (before each grout life)
6. **Framing Inspection:** Shall be made after the roof has been weatherproofed and loaded, all framing, fire blocking and bracing are in place, all rough plumbing, mechanical and electrical components are complete, and the structure is wrapped to be weatherproofed. The plumbing waste/vent system shall be under test, capped off and filled with water through the roof. The water supply piping shall be under test at working pressure. The exterior wire lath shall be completely nailed at this time. The lath nailing may be made as a separate inspection. **THIS IS A COMBINATION INSPECTION!** Exterior lath inspection may be performed at the discretion of the inspector.
7. **Insulation Inspection:** Shall be made after all required building shell insulation, any required plumbing piping insulation, all required HVAC duct insulation, and window frames for windows, properly labeled and meeting the minimum insulation requirements, have been installed, and all openings caulked and required sealing complete. Under floor insulation inspection will be made prior to installation of the floor sheeting (See Under-Floor Inspection.)
8. **Drywall/Exterior and Interior Lath Inspection:** Shall be made after gypsum board (or interior lath) and all attachments (corner bead) are fastened in place as per the approved plans. Shall be approved before plaster is applied and before gypsum board joints and fasteners are taped and finished. Exterior lath inspection shall be made after all exterior lath is attached, including flashings and penetrations, holes, tears, etc. are sealed to provide a water-resistive barrier.
9. **Building Sewer/Water Service (from Meter or Street to House or Business) Inspection:** Shall be made after trenches are dug, piping is in place, and the appropriate tests are applied. This inspection must be done before any piping is covered or trenches back filled.
10. **Gas Line Air Test Inspection:** Shall be done after gypsum board is in place and exterior plaster and/or exterior siding are in place. This test requires the entire gas piping system to be capped-off (no fixtures or appliances attached thereto) and air pressure of 10 psi applied to the piping system by the contractor. This pressure must hold for a minimum of 15 minutes. The contractor is responsible for providing an air test gauge with 1/10 pound incrementation or less, and a maximum pressure range not greater than twice the test pressure applied.
11. **Final Inspections:** Shall be made when the structure is ready for occupancy. This shall include proper lot drainage, address posted, all plumbing fixtures connected and operable, all electrical fixtures and devices in place and debris or stored materials. Hearth extensions and other required thermal mass areas (if any) must be installed as per approved plans (other floor coverings are optional). Wall finishes must be complete as per approved plans. All required documents including Energy Installation Forms and special inspection reports must be available for the inspector prior to Final inspection.

Please be advised that all Certificate of Occupancy inspections must be cleared (in writing) before utilities are released and Certificate of Occupancy is issued. This includes final clearances from not only Building Department, but also the Planning, Public Works, Water Utilities, and Fire. Thank you for your cooperation.